

## **Information Technology Division OSH Objectives and Targets for FY06**

### **Objective:**

In ITD, develop, implement and continuously improve Occupational Safety & Health management systems, processes, and services to efficiently manage occupational safety & health risks associated with ITD operations, in a manner that protects the ecosystem, workers, and public health.

### **Objective #1:**

Complete the Information Technology Division OHSAS 18001 registration.

<b>ITD Targets for Objective #1</b>	<b>Person Responsible</b>	<b>Due Date</b>
1) ITD shall meet all target dates on the OHSAS Registration	OSH Rep	9/30/06
2) All Supervisors shall add into Staff's R2A2 the 1 ESH point and the 3 OSH Points. Obtain signature as agreement.	Supervisors	5/30/06
3) All staff shall take the OSH training course, TQ-Safeaware.	Staff	5/30/06
4) For Policy Awareness, perform meetings with workers and their supervisor for communication based on JRAs & FRAs (Job Risk Assessments & Facility Risk Assessments).	OSH Rep	9/30/06

### **Objective #2:**

Achieve full compliance with OSH requirements by identifying gaps in need of attention.

<b>ITD Targets for Objective #2</b>	<b>Person Responsible</b>	<b>Due Date</b>
1) Identify more specific processes for ITD Property Protection Areas and enter the needs in ITD's HP Service Desk-Work Order for tracking purposes.	OSH Rep	6/30/06
2) Identify specific Work Planning and Control concerns in ITD and enter the actions in ITD's HP Service Desk-Work Order for tracking purposes.	OSH Rep	9/30/06
3) Identify ITD responsibilities onsite that relate to the Facility Risk Assessment process and enter into HP Service Desk-Work Order for tracking purposes.	Director And OSH Rep	9/30/06
4) Create new Job Training Assessments to require additional training for ITD Technical Staff and Office Workers and track to completion.	Training Coordinator	5/30/06
5) Include a security aspect to ITD Safety Inspections (Tier1s). As an identified gap, this brings Integrated Safety Management System, under BNL's Integrated Assessment Program, as feedback for the department..	ESH Coordinator	5/30/06